

Members Present: Petty, Kent

Absent: Sloan

Others Present: Mayor Palm, Adm. Geick, Clerk Zeman, M. Hardy

Call to Order –Ald. Petty called the meeting to order at 6:00p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of November 24, 2020 with a correction to the spelling of Ald. Petty’s name in the adjournment. Motion carried unanimously. Moved by Kent, seconded by Petty to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Kent, seconded by Petty to recommend to Council for approval of the accounts payable for **\$681,632.79**. Motion carried unanimously.
- b) **Amendment to Municipal Code** – M. Hardy explained that in the past, the tree planting has been the responsibility of subdivisions. Because we are finding that the trees are not being planted correctly, M. Hardy is recommending that we change the code to charge a fee to the subdivision and we are responsible for planting, and removing if needed, any trees. The fees will be set based on the cost of the tree and will not include labor. Moved by Kent, seconded by Petty to recommend Common Council amending §18.08(16) of the Baraboo Municipal Code relating to tree planting in subdivisions. Motion carried unanimously.
- c) **Facility Use Agreement** – M. Hardy noted that we’ve never had a Facility Use Agreement with the school district. After discussing this with Atty. Truman, it was recommended that we pursue the 2020-2025 Facility Use Agreement with the Baraboo School District. Moved by Kent, seconded by Petty to recommend to Council for action. Motion carried unanimously.
- d) **Historical Society Agreement** – M. Hardy explained that a few years ago we entered into an agreement with the Wisconsin Historical Society for Van Zelts Island Park (Spirit Point). After reviewing different options, it was determined that the best location for connection of the River Walk is directly along the east side of the Circus World parking lot. The amendment to the agreement would allow us a 25-foot strip easement to connect our path from the bridge to the existing River Walk on Water Street. Moved by Kent, seconded by Petty to recommend the amendment to Council for action. Motion carried unanimously.
- e) **Pierce Park** – M. Hardy explained that with COVID, it is recommended that spectators not be allowed in the pavilion. At this time, they don’t have the capability of livestreaming from the pavilion. Thunderbird Youth Hockey has already spoken with Charter Communications regarding underground utilities to the building. Because Charter and the Thunderbird Youth Hockey will cover the entire cost of adding the underground cable connections, there is no cost to the City and this will not interfere with any future plans for the park. Moved by Kent, seconded by Petty to recommend to Common Council the approval of an easement for Charter Communications to provide underground cable connections at Pierce Park near the Hockey Pavilion. Motion carried unanimously.
- f) **City Employee COVID-19 Policy** – Adm. Geick noted that we have made a few small changes to the policy which includes removing the requirement that department heads contact the Sauk County Health Department. Moved by Kent, seconded by Petty to recommend to Council the approval of the updated COVID-19 Policy. Motion carried unanimously.

- g) **City Attorney Position** – The Committee reviewed the job description for the City Attorney position. Moved by Kent, seconded by Petty to recommend the job description to Council for approval. Motion carried unanimously.
- h) **Amendment to Municipal Code** - Adm. Geick explained that based on research and discussion with multiple attorneys, our elected Police & Fire Commission is illegal. Per State Statutes, the Police & Fire Commission should be appointed by the Mayor. The City has received multiple legal opinions recommending this change. The Committee is in agreement that this is not something that should be delayed and it's their recommendation to expedite this. Moved by Kent, seconded by Petty to recommend to Council amending §1.02(5) and 1.19 of the Baraboo Municipal Code, and removing the first Explanatory Note at the beginning of Chapter 4 of the Baraboo Municipal Code, to have Police and Fire Commissioners be appointed by Mayor for a term of five years and instead of being elected. Motion carried unanimously.
- i) **Annual Weights & Measures Assessments** – The Committee reviewed the 2020 Annual Weights & Measures assessments. Moved by Kent, seconded by Petty to recommend to Council for action. Motion carried unanimously.

Information Items – None.

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:43pm.
Brenda Zeman, City Clerk